The Westminster Guild
OF THE
Boards of Missions
OF THE
Presbyterian Church in the U.S.A.

DIVISION OF PROMOTION
ANS 229
JAN 8 1924
By
Board of National Missions

January 8, 1924.

To the Members of the Chicago Conference.

Dear Friends:

It is now two years since our Woman's Boards of Missions first planned to hold the Young Woman's Conference, which was finally called early in May, 1922, in Chicago. Probably many of you are wondering what has become of the plans you made then and why the official announcement day for W.G.W.S. is so long in coming. We, at headquarters, who are right in the centre of things sometimes have the same thought, so it is natural that you at a distance should feel the delay even more than we. It grows wearisome to be told that committees are still working but what else can we say, when that is exactly what is happening.

The plans which were formed at Chicago as you know involved more than missions and so became the interest of a third Board of our Church -- the Board of Christian Education. The long process of reorganizing the Boards, which began with the action of General Assembly immediately following our conference, made it impossible to proceed with our plans until the new Boards were ready to consider them together.

On October 31 and November 1, 1923, a conference was held in Philadelphia between representatives of the Boards of Foreign Missions, National Missions and Christian Education to discuss the whole question of work for young people and children. These Boards have since then appointed representatives on the five committees which were suggested at the conference and already two of these committees are hard at work. Because we want our program to be complete and the approach to our young people a unified one, we realize the necessity of further delay in order that all plans may be satisfactory to the last detail before presentation.

We cannot tell even now when these new plans and the necessary materials will be ready. There can, therefore, be no possible advantage in waiting indefinitely before doing anything about the girls and young women in our churches. In order that no opportunities may be lost, we are writing you in the name of the committee to tell you what is being done, and to urge that you make the most of Westminster Guild as it now is. You will really be paving the way for W.G.W.S., as it is easily possible to enlarge this old program to include the new elements. Under separate cover, we are sending you a full set of Westminster Guild material, except for the pin.

Two of you are now missionaries on the foreign field, Mrs. C. A. Evans in the Philippines and Elizabeth Gillilan in Japan, so will not be able to work in a very definite way for the girls of America. Fourteen of you are Presbyterial and Synodical Secretaries for Westminster Guild and are doing fine work for the organization. All of you, however, are connected with some church where you come in contact with groups of girls of various ages. Are they being reached in an entirely satisfactory way, or can you help them through our present Westminster Guild? You will be interested to know that Westminster Guild is growing constantly, and that gifts to the work on the home and foreign fields so far received are more than at this time last year. But we need to reach all our girls with a definite share in the great task of the church, and you can be a most effective channel.

Best wishes for the new year from the group here at headquarters representing the Boards, - particularly from us, who hope to be of service to you in your work.

Loyally yours,

Marcia Kerr
Board of Foreign Missions.

Emily T. Gordon
Board of National Missions.

Miss Dawson.

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Com.

Westminster Guild Committee

February 13, 1924.

Meeting of joint Westminster Guild Committee was held in Room 918 on Wednesday, February 13, 1924.

Present: Mrs. Stockwell, Miss Slade, Miss Purves, Miss Petrie, Miss Gordon and Miss Kerr.

The Chairman called the meeting to order and asked Miss Petrie to lead in prayer.

The Minutes of the last meeting were read and approved.

There was no financial report from the Board.

Old Business.

The leaflet to contain the devotional suggestions for this past year is now to be prepared as the March Bulletin will be ready for distribution by February 20. The Secretaries were asked to consult with Miss Miller about revisions in material.

Some changes were suggested in the wording of the statement urging increased subscriptions to the Bulletin which is to go with the March Bulletin.

Miss Kerr showed the leaflet prepared by the Young People's Department of the Foreign Board asking for at least $1.00 from young people's groups or individuals to the deficit of the Foreign Board.

Song Book

Miss Kerr reported correspondence with Mr. Carl F. Price, President of The Hymn Society, about the Song Book.

VOTED that Mr. Price be asked to help with the music and arrangement for the Song Book.

New Study Books.

There will be a definite report on text books at the March meeting, but the Secretary was asked to list the books which will be available for next year's study.

Miss Kerr reported the text books on China as follows:
"Young China", Kerschner - 12-15 years.
"China's Real Revolution", Hutchinson - 15-18 years.
Older groups -
"Ming Kwong City of the Morning Light", Genaswell.
"China's Challenge to Christianity", Porter.

Miss Gordon reported the home mission text books as follows:
"A Book of Biographical Sketches", Seebach - 12-15 years.
"The Land of Saddlebags", Raine.
"Adventures in Brotherhood", Giles.
"Of One Blood", Speer.

On motion the meeting adjourned.

Marcia Kerr
Secretary.

INTER-OFFICE CORRESPONDENCE

BOARD OF HOME MISSIONS

163 Bund 5

FROM Dr. Marquis
TO Miss Shiebley
RE:

DATE March 6, 1924

You will understand what this means. May I ask you to act in the position for which appointment is requested, or to designate some one else on your staff?

MAR 6 1924

THE BOARD OF NATIONAL MISSIONS
156 FIFTH AVENUE, NEW YORK

The Westminster Guild
OF THE
Boards of Missions
OF THE
Presbyterian Church in the U. S. A.

163 Comm.

March 5, 1924.

Rev. John A. Marquis, D. D.,
156 Fifth Avenue,
New York, N. Y.

My dear Dr. Marquis:

At the first meeting of the Committee on Comprehensive Program for the Intermediate and Senior Age Groups, representing the Boards of Missions and the Board of Christian Education, it was felt that there would be considerable value in having additional members to help in the work. It was, therefore, "VOTED: That we enlarge this committee by the addition of one representative from each of the three Boards." We should appreciate it if you would take action as soon as possible, appointing the additional representative of the Board of National Missions. I believe that Miss Sheibley, who took Mr. Eastman's place on the committee at your request, has some suggestions which she wishes to bring before you.

Thanking you for your attention to this matter, I am

Sincerely yours,

Emily E. Gordon
Secretary of the Committee.

EEG-K.

163 Miss Baldwin

DIVISION OF PROMOTION
ANS.
APR 29 1924
BY
Board of National Missions

WESTMINSTER GUILD COMMITTEE

April 9, 1924.

Meeting of the Joint Westminster Guild Committee was held in Room 1016 on Wednesday, April 9, 1924.

Present: Miss Slade, Miss Hodge and Miss Kerr.

Miss Slade opened the meeting and asked Miss Hodge to lead in prayer.

The reading of the Minutes of the last meeting was omitted.

Financial Report

Woman's Board of Home Missions

Total receipts from Westminster Guild	$46,542.63

Board of Foreign Missions

Total receipts from Westminster Guild	50,486.64
To B. of F. M., but outside W.G. budget	4,571.08
Applicable to Westminster Guild work	$45,915.56

The Joint Committee voted approval of the following designation for the gifts received by the Board of Foreign Missions.

18 missionaries at 1,500	27,000.00
Ginling (including Mrs. Thurston)	2,500.00
Native work at Showchow	4,550.70
Building Fund Showchow	7,000.00
Dr. Harriet F. Allyn, 3 months	375.00
Miss Cora Chace, 1 month	125.00
For General Fund of Board	4,364.86
	$45,915.56

Literature

Miss Kerr reported that the Song Books will be delivered within a few days.

The material for the leaflet giving Devotional Suggestions is being prepared and will be sent to the printer soon.

The arrangement of material in last year's "Annual Report and Suggestions" was approved as satisfactory for this year's leaflet.

The suggestion that the Supplement be printed as a six page leaflet the same shape and size as the regular numbers of the Bulletin with a self cover was approved.

Subscriptions to Bulletin

Miss Kerr reported 1,278 new subscriptions exclusive of renewals,

since the March Bulletin was sent out. The list now totals 3,116 subscriptions. There will, however, be a large number of expirations with the Supplement.

Budget for 1924-25

Miss Hodge raised the question of whether it might not be wise to designate part of the Westminster Guild budget in each Board for the General Fund, in order that the members may begin to share in administration and other expenses cover by this Fund.

Voted to recommend to the Boards of Foreign Missions and National Mission that part of the Westminster Guild budget be designated for the General Fund of these Boards, it being suggested that the amount be 10% of the budget of $50,000 which has been assigned to Westminster Guild by each Board - or $5,000.

Voted to adjourn.

Marcia Foster
Secretary

The Board of National Missions
of the Presbyterian Church in the U.S.A.

156 Fifth Avenue, New York, N. Y.

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DIVISION OF
GENERAL PROMOTION

DEPARTMENT OF
EDUCATION AND PUBLICITY

April 30, 1924

DEPARTMENT of EDUCATION and PUBLICITY
BOARD OF NATIONAL MISSIONS
OF THE PRESBYTERIAN CHURCH IN THE U.S.A.
MAY 7 1924
ANS.
BY

Mrs. H. C. Louderbough
135 Jewett Avenue
Jersey City
New Jersey

My dear Mrs. Louderbough:

The following is an action taken by the Westminster Guild Committee:-

> Miss Hodge raised the question of whether it might not be wise to designate part of the Westminster Guild budget in each Board for the General Fund, in order that the members may begin to share in administration and other expenses covered by this Fund.
>
> Voted to recommend to the Boards of Foreign Missions and National Missions that part of the Westminster Guild budget be designated for the General Fund of these Boards, it being suggested that the amount be 10% of the budget of $50,000. which has been assigned to Westminster Guild by each Board - or $5,000.

As we need this information for a leaflet that is just going to press, could you answer by return mail?

Very sincerely yours,

Mabel B. Shibley
Director of
Education and Publicity

per Miss Dawson

s/k

Approved ...Yes.....

Comments .....

Ellen T. Louderbough Signed

Sorry not to receive this more promptly.
Have just returned home -

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Coord.

The Board of National Missions
of the Presbyterian Church in the U.S.A.

156 Fifth Avenue, New York, N. Y.

DIVISION OF
GENERAL PROMOTION

DEPARTMENT OF
EDUCATION AND PUBLICITY

April 30, 1924

DEPARTMENT of EDUCATION and PUBLICITY
BOARD OF NATIONAL MISSIONS
OF THE PRESBYTERIAN CHURCH IN THE U.S.A.
MAY 3 1924
ANS.
BY

Miss Annie Hyatt
166 Marlborough Road
Flatbush
Brooklyn
New York

My dear Miss Hyatt:

The following is an action taken by the Westminster Guild Committee:-

> Miss Hodge raised the question of whether it might not be wise to designate part of the Westminster Guild budget in each Board for the General Fund, in order that the members may begin to share in administration and other expenses covered by this Fund.
>
> VOTED to recommend to the Boards of Foreign Missions and National Missions that part of the Westminster Guild budget be designated for the General Fund of these Boards, it being suggested that the amount be 10% of the budget of $50,000. which has been assigned to Westminster Guild by each Board - or $5,000.

As we need this information for a leaflet that is just going to press, could you answer by return mail?

Very sincerely yours,

Mabel M. Leibley

Director of
Education and Publicity.

Jessie Dawson

s/k

Approved ..... Yes

Comments .....

.....Signed Annie W. Hyatt

May 2"

Miss Dawson

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Corr.

WESTMINSTER GUILD COMMITTEE

May 14, 1924.

Meeting of joint Westminster Guild Committee was held in Room 1016 on Wednesday, May 14, 1924.

Present: Mrs. Stockwell, Miss Gordon, Miss Kerr.

The Chairman called the meeting to order and asked Miss Gordon to lead in prayer.

The reading of the Minutes of the last meeting was omitted.

Informal reports about the actions of the Boards in regard to the recommendation that part of the budget in each Board be designated for General Fund were made. Since there was no formal report, action was deferred until the June meeting.

Miss Gordon reported that after discussion by the Woman's Committee of the Board of National Missions it was agreed that the amount expended on each national mission station included in the Westminster Guild budget be given in the annual report.

Voted That Miss Gordon secure a copy of the pageant on Westminster Guild work given in West Virginia at one of the spring meetings for consideration by the committee.

After assurance that the changes desired in Miss Giles' book would be found satisfactory, it was decided to recommend it for chapters.

An informal report was made in regard to Christmas work for the national mission stations. All the schools under the Division of Schools and Hospitals and as many as possible under the Division of Missions for Colored People have been assigned to Westminster Guild.

Voted to adjourn to meet the first week of June.

Marcia Kerr.
Secretary.

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Grace

June 11, 1926

Mr. H. H. Morse
B u i l d i n g

My dear Mr. Morse:

The following action from the Executive Committee of the Woman's Committee of the Board of National Missions needs Board action:

> In order that the young women of the Westminster Guild be educated as to the general work carried on by the Division of Schools and Hospitals, it is recommended that five per cent. of the funds received from Westminster Guild organizations be applied to the general fund of this Division; this amount to be taken at the end of the year from the total gifts received and applied as designated to the general work.

Very sincerely yours,

E L G

Secretary

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Westminster Guild Committee

October 8, 1924.

Meeting of joint Westminster Guild Committee was held in Room 918 at 10 A.M. on October 8, 1924.

Present: Miss Lobenstine, Miss Ogg, Miss Steinmetz, Miss Gladfelter, Miss Kerr.

The Secretary called the meeting to order and asked Miss Ogg to lead in prayer.

There was discussion of the future of the Committee in view of the changes involved in the launching of the Comprehensive Program. Because it is necessary to have a chairman in place of Mrs. Stockwell even for a brief time, it was

Voted that Miss Ogg, representing the Board of National Missions, be elected Chairman until the January meeting to fill the unexpired term of Mrs. Stockwell.

It is the hope of the Westminster Guild Committee that it will be possible to have a joint Committee on all Young People's work made up of the Young People's Committee of each Mission Board.

Westminster Guild work would become a part of the responsibility of that committee, at which time the necessity for this joint committee would cease.

Unfinished Business

Both Boards having approved the action at the June meeting in regard to General Fund, the Secretary was instructed to notify each Treasurer about the action.

Voted that the effort of Miss Gordon to secure a copy of the pageant on Westminster Guild work given in West Virginia last spring be followed up by Miss Gladfelter.

Miss Gladfelter was asked to consult with the Treasury Department of the Board of National Missions to see if the Westminster Guild budget under that Board has been definitely divided among the objects for support.

The leaflet "Westminster Guild at Work through Prayer" was shown.

The action at the June meeting whereby the Chairman was instructed to ask the Treasurers of the Mission Boards to urge cooperation on the part of the Presbyterial Treasurers in sending gifts from Westminster Guild, was considered. Nothing has been done about it as yet.

Voted to leave to the secretaries of the two Young People's Departments to see whether this can be sent from the Young People's departments either as a joint letter or in two similar letters or from the Treasurers, the Young People's Departments supplying the information.

Receipts

Miss Kerr reported receipts from Westminster Guild for Foreign Missions from April 1 to September 30 as $14,472.10.

Miss Gladfelter reported receipts for National Missions during the same period as $11,047.73

Westminster Guild Bulletin

The number of subscribers to the Bulletin is 3,032 to date. There are 3,129 free copies sent out.

Receipts from subscriptions for the period August 1, 1923 to August 31, 1924 were $938.84, which more than covers the cost of the subscription list.

In view of the fact that it is hoped that the Comprehensive Program will be ready for September, 1925, and that Westminster Guild is so largely concerned in this program it was

Voted that a full number of the Bulletin be issued in the spring of (May) instead of the usual Supplement if at the time it seems advisable.

All efforts will be made to strengthen and increase the chapters and circles of Westminster Guild.

Voted to adjourn.

Marcia Kerr
Secretary.

October 1924

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REPORT OF COMMITTEE ON
RESPONSIBILITY FOR PUBLICITY IN YOUNG PEOPLE'S DEPARTMENT

A. News from the field for distribution to Young People including
Wireless
Westminster Guild Bulletin
Letters to Juniors, Light Bearers, etc.
Missionary Mail
to be assembled and edited by Young People's Department, and submitted to Department of Education and Publicity for editorial O. K. and manufacturing.

B. Organization Material

to be prepared by Young People's Department and manufactured by Department of Education and Publicity

C. Special Days in the Sunday-school

To be prepared under the direction of the Young People's Department and Department of Education and Publicity, it being understood that the programs for Thanksgiving, Americanization Day, Lincoln's Birthday and Children's Day are being prepared this year by Mr. Somerndike.

D. Missionary Material in Sunday-school Quarterlies

Missionary incidents and emphasis for lessons, demonstrations, programs for Quarterlies - Responsibility of Department of Education and Publicity

E. Mission Study Material for Young People and Children

Department of Education and Publicity and Young People's Department

Summary -

1. Young People's Department -
   News from the Field
   Organization leaflets
2. Young People's Department and Department of Education and Publicity
   Special Days in Sunday-school
   Mission Study Material
3. Department of Education and Publicity
   Publicity in Westminster Quarterlies

Note: (a) It is understood that the Young People's Department will initiate material not listed above only after conference with the Department of Education and Publicity in order to avoid duplication.
(b) It is understood that promotion of all material for young people will be carried by the Young People's Department, that until a man director is secured for this department promotion in Sunday-schools be carried by the Department of Education and Publicity as at present, and promotion of Sunday-school programs be carried by that Department.

At a meeting of the Division of Promotion on June 23rd a committee was appointed to bing in definite recommendations as to method by which a missionary can be assigned for support to a church and all its organizations. The following statement is an attempt to comply with the request of the Division of Promotion:

Part I.

Method of approaching a church and its organizations in behalf of the support of a missionary.

1st. When a church asks to be assigned a missionary for the entire congregation or when approach is made to a church in behalf of the (partial or share) support of a missionary, care must be taken that all specific work already assumed by the church, S.S., W.M.S., Y.P.S. or other societies of the church shall be undisturbed and the work on the mission fields conserved.

The closest cooperation and harmony with other Boards of the church should be maintained. All these church agencies may use with mutual understanding this existing machinery in churches and Presbyteries. Recognition must also be given to the fact that the money comes to the Board's treasury through different channels, such as the treasuries of churches, Sunday Schools, Women's Presbyterials and Young People's Societies.

2nd. With this information the department of Specific Work may, with due notice to the departments concerned, interest the church with all of its organizations as a unit in one Specific Object or enterprise and this method may be used more extensively to include a group of churches or even a Presbytery and Presbyterial in support of a larger missionary enterprise divided into shares and apportioned to each church and local society.

3rd. The Office of Specific Work when presenting its objects to a local church unit for support should approach the church and its societies through a joint committee or council composed of a representative of each organization in the church: congregation, S.S., W.M.S., Y.P.S. and others.

One important point should always be kept in view while seeking earnestly the support of missionary work. The rights, the integrity and the unity of the individual church with all its organizations should be sought and maintained.

When presenting the cause of Specific Work to a Presbytery approach should be made to the churches through the National Missions committee of that Presbytery in conjunction with the executive committee of the women's Presbyterial organization.

Part II.

Church Membership of the Missionary.

A missionary who is a member of a church which is able to contribute to his or her support shall first be offered to that church as its special missionary with the understanding that all of the organizations of the church may pool their Home Missionary funds in support of this special missionary. Care should be exercised to avoid interfering with any Specific Work now supported by churches, organizations, groups of churches or Presbyteries. A clear field without competition in any case should be sought.

Part III.

Treasuries and Unified Support.

The financing of a project by a local church unit must allow the organizations of that church to keep intact their respective treasuries. Funds may be sent by each treasurer of church, S.S., W.M.S., Y.P.S., through their usual channels to the treasurer of the Board of National Missions there to be accredited to the organization contributing with the understanding that all of these contributions so designated shall go to the support of the assigned common object. The donors should be advised to designate each contribution made on their specific work pledge. This guarding of credits and treasuries of each organization within the local unit should not interfere with the unified program of all combined in supporting an object of Specific Work.